

BOOKKEEPING AND ACCOUNTING - ASSOCIATE OF APPLIED SCIENCE DEGREE (AAS)*

Explore More About This Program: <https://cwi.edu/program/bookkeeping-and-accounting>

Degree Quick Facts

- **Instructional School:** Social Sciences and Public Affairs
- **Department:** Business
- **Program Code:** BOOK.AAS
- **Program Type:** Career and Technical Education
- **Available Fully Online:** Yes
- **Eligible for Federal Financial Aid:** Yes

NOTE: Courses required for this program *may* have an additional fee; more information can be found on the [Special Course Fees](#) web page.

Degree Requirements

| Course | Course Title | Min Credits |
|--|--|-------------|
| General Education Requirements | | |
| ENGL 101 | Writing and Rhetoric I (GEM 1) | 3 |
| <u>GEM 2 - Oral Communication course</u> | | 3 |
| FINA 109 | Personal Finance and Business Math (GEM 3) | 3 |
| ECON 201 | Principles of Macroeconomics (GEM 6) | 3 |
| Select one of the following (GE Elective): | | 3 |
| PHIL 103 | Introduction to Ethics | |
| <u>GE Elective course</u> | | |
| Major Requirements | | |
| ACCT 250 | Income Tax Fundamentals | 3 |
| ACCT 251 | Volunteer Income Tax Assistance | 1 |
| or ACCT 293 | Accounting Internship | |
| or BOOK 293 | Bookkeeping and Accounting Internship | |
| ADMS 133 | Business English | 3 |
| ADMS 145 | Advanced Office Information Systems | 3 |
| ADMS 231 | Business Writing | 3 |
| ADMS 245 | The Virtual Office | 3 |
| or BUSA 201 | Business Communication and Professionalism | |
| BOOK 151 | Fundamental Accounting Concepts | 3 |
| BOOK 252 | Applied Accounting | 3 |
| or ACCT 201 | Introduction to Financial Accounting | |
| BOOK 255 | Computerized Accounting | 3 |
| or ACCT 202 | Introduction to Managerial Accounting | |
| BOOK 258 | Payroll and Human Resource Issues | 3 |
| BOOK 260 | Professional Bookkeeping | 3 |
| BOOK 290 | Bookkeeping and Accounting Capstone | 3 |
| or ACCT 290 | Foundations of the Accounting Profession | |
| BUSA 101 | Introduction to Business | 3 |
| BUSA 120 | Business Software Applications | 3 |
| BUSA 265 | Business Law | 3 |
| MRKT 257 | Principles of Management | 3 |
| Minimum Credit Hours Required | | 61 |

*All requirements for this degree or certificate may be completed fully online.